

**RULES
OF
THE TENNESSEE LAW ENFORCEMENT TRAINING ACADEMY**

**CHAPTER 0890—1
ADMISSIONS AND POLICIES**

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0890—1—.01 ADMISSIONS.

- (1) Agencies are urged to apply for admission to the Basic Police School as soon as an officer is hired.
- (2) An officer cannot be admitted to the Basic Police School unless the Application for Certification, Confirmation of Psychological Examination, and Confirmation of Physical Examination are on file with the Peace Officer Standards and Training Commission to verify that pre-employment requirements have been met (T.C.A. §38—8—106).

Authority: T.C.A. §§38—8—203 and 38—8—204. *Administrative History:* Original rule filed March 12, 1986; effective June 14, 1986.

0890—1—.02 REFUND POLICY.

- (1) If an agency schedules an officer for any school, and at the last minute the agency or the officer cancels and it is not an emergency and his place in that school cannot be filled, the agency will be billed for that officer. No agency will be billed if the officer does not attend because of a bona fide emergency.
- (2) Agencies whose officers fail during the course of basic instruction, and who are accordingly dismissed, will not have the remainder of that officer's prepaid tuition refunded. Also, officers who are dismissed for disciplinary reasons will not have the prepaid tuition refunded.

Authority: T.C.A. §§38—8—203 and 38—8—204. *Administrative History:* Original rule filed March 12, 1986; effective June 14, 1986.

0890—1—.03 ACADEMIC POLICY.

- (1) Basic Police School — Students attending the Basic Course may fail only one (1) general examination. On all other general exams, a student must obtain a passing score of at least 70. Students must attend 80 percent of each subject area before they will be eligible to take the exam for a given subject. In addition to these requirements, students must satisfactorily pass each of the following subjects to graduate.
 - (a) Firearms Proficiency. Shoot a qualifying score of 70 or above.
 - (b) Defensive Driving. Have a qualifying time of 4 minutes and 30 seconds or better on the Driving Course.
 - (c) Physical Training/Defensive Tactics. Defensive Tactics and Physical Training scores will be combined. A student must obtain a combined average of 70.
 - (d) Law. A student must obtain a combined average of 70 from all law exams.

(Rule 0890-1-.03, continued)

- (2) If 60 percent of the students taking an exam misses a certain question, that question will not be counted against any student who misses it.
- (3) Once a student fails to satisfactorily meet the above requirements, he will be sent back to his agency as soon as he has exhausted his Appeals Procedure with the Assistant Director or Director. Students may reapply for admission to the Academy Basic Police School.
- (4) Specialized Schools - Students attending Specialized Schools who do not pass the requirements set for that particular school will be allowed to finish the course of instruction but will not receive credit for graduation. Students must attend 80 percent of the course to be eligible to take the exam and to graduate.

Authority: T.C.A. §§38—8—203 and 38—8—204. **Administrative History:** Original rule filed March 12, 1986; effective June 14, 1986. Amendment filed May 20, 1986; effective August 12, 1986.

0890—1—.04 ACADEMIC APPEALS PROCEDURE.

- (1) Any instructor who has a student fail a subject will meet that student and counsel him as to his reason for failure. This counseling session will be followed by a short, concise, written memorandum which will become part of the officer's file. The instructor will also notify the student he has an immediate right of appeal to the Assistant Director.
- (2) If a student chooses to appeal to the Assistant Director, the Assistant Director will make a concise, short, written memorandum of his decision on the appeal which, along with written statements from each instructor involved, will be made a part of the officer's file. The Assistant Director will notify the student of his right to appeal to the Director.
- (3) If the student decides to appeal to the Director, the Director shall follow the same procedure as outlined in paragraphs (1) and (2) and notify the student of his right to appeal to the Board of Control.
- (4) If the student appeals to the Board of Control, the Director will notify the Board; and, once a meeting time has been scheduled, will notify the student and his department or agency.
- (5) The appeals procedure during the Board of Control meeting will conform with the Board's rules and regulations.
- (6) After whichever step the student decides to terminate his appeal, the student's department will be notified by phone, then by letter, of the reason for the student's failure.

Authority: T.C.A. §§38—8—203 and 38—8—204. **Administrative History:** Original rule filed March 12, 1986; effective June 14, 1986.

0890—1—.05 DISMISSALS.

- (1) A student may be dismissed from the Academy for a violation of Academy rules and regulations or a violation of Tennessee Code Annotated.
- (2) A student may be dismissed from the Academy for disciplinary reasons when the student is caught cheating on any exams while at the Academy.
- (3) Each disciplinary action will be handled on a case-by-case basis and be thoroughly reviewed by Academy staff before any disciplinary action is taken.

(Rule 0890-1-.05, continued)

Authority: T.C.A. §§38—8—203 and 38—8—204. **Administrative History:** Original rule filed March 12, 1986; effective June 14, 1986.

0890—1—.06 DISCIPLINARY APPEALS PROCEDURE.

- (1) All disciplinary matters, including dismissal from the Academy for violating rules and regulations or the Tennessee law, will be decided in the first instance by the Assistant Director.
- (2) The Assistant Director will conduct a hearing before the accused student. Witnesses' testimony will be reduced to statements. The decision of the Assistant Director will be reduced to writing along with the witnesses' statements and will be forwarded to the Director for review.
- (3) The Director will review the decision of the Assistant Director and either affirm or override that decision. If the decision is affirmed, the student and his agency will be notified and the student will be informed by the Director of his right to appeal the Academy's decision to the Board of Control.
- (4) The Director shall be responsible for setting the Board of Control hearing and notifying all parties.

Authority: T.C.A. §§38—8—203 and 38—8—204. **Administrative History:** Original rule filed March 12, 1986; effective June 14, 1986.